



Commercial News

The Showcase for American-Made Products and Services

Insertion Order

USA

1. Contact Information (to be published with product or service description)

Company Name _____

Contact Name _____

Title _____

Street Address _____

City _____

State _____

Zip _____

Telephone _____

Fax _____

E-mail _____

Web Site Address _____

1. Export frequency (shipments over the past 24 months):

- ☐ None ☐ 1 ☐ 2-12
☐ 13-51 ☐ 52-100 ☐ 100+

2. Number of employees: ☐ 1-49 ☐ 50-99

- ☐ 100-249 ☐ 250-499 ☐ 500-999 ☐ 1000+

3. If not manufacturer, does firm listed in box above have documented worldwide export rights to product?

- ☐ Yes ☐ No

4. Primary NAICS Code _____

5. Is the product manufactured or produced in the United States; or manufactured or produced outside the United States but marketed under the name of a U.S. firm, with U.S. content representing at least 51% of the value of the finished product?

- ☐ Yes ☐ No ☐ N/A (Services only)

Issue _____

English _____

Spanish _____

☐ January/February _____

☐ March/ April _____

☐ May/June _____

☐ July/August _____

☐ September/October _____

☐ November/December _____

Industry Code _____

Ad Size _____

Display: ☐ Full Page

☐ 2/3

☐ 1/2

Format: ☐ 4/9

☐ 1/3

Listings: ☐ 1/9

☐ 2/9

☐ Vertical

☐ Horizontal

Color: ☐ 4-Color

☐ B&W

☐ New material ☐ Pick up from _____ issue

☐ Web Site Listing

☐ Web Site Translation (Translation Order Form Required)

of insertions: _____ Total Dollar Amount _____

Special instructions/positions request _____

☐ I agree to the terms and conditions on Page 2 of this Insertion Order.

SIGNATURE _____

PRINT NAME _____

3. Billing Information Invoice: ☐ Advertiser ☐ Agency

Agency Name _____

Address _____

City _____

State _____

Zip _____

Phone _____

Fax _____

Contact Name _____

Title _____

Payment (pick one): ☐ Check*

Credit Card: ☐ Visa ☐ Mastercard ☐ American Express

Amount to be Charged _____

Card

Number _____

Security

Code _____

Expiration Date _____

Amount _____

Cardholder's Name (please print) _____

Cardholder's Signature _____

*Make Checks Payable to ThinkGlobal Incorporated

Fax Back to (413) 584-1688

ThinkGlobal Incorporated • 3 Olive Street • Northampton, MA 01060
1-800-581-8533 • E-mail: cnews@thinkglobal.us • www.export.gov/cnusa



Commercial News

The Showcase for American-Made Products and Services

Terms and Conditions

USA

1. Rates

Display advertising, listing and online rates, as well as any additional charges, detailed on the Commercial News USA rate card are applicable to Insertion Orders for advertising placed in any print issues of the magazine or online. Published rates are subject to change without notice.

2. Earned Rate

If, during the course of the advertiser's contract term, the advertiser cancels or reduces contract space for any reason, including a rate increase, space will be rebilled at the lowest earned rate.

3. Agency Commission

15% for recognized advertising agencies on net rates for display ads only. Listings rates are Net.

4. Payment Terms

All advertising charges for first-time advertisers require pre-payment by the Advertiser or Advertising Agency. The Insertion Order must be signed by the Advertiser or, when applicable, a representative from the Advertiser's designated Advertising Agency. Repeat advertisers can apply for Net 30 terms (from the publication date) provided a valid credit card number and signed authorization is on file with the Publisher.

5. Cancellation Policy

No cancellations accepted after the closing date. Covers are non-cancelable.

6. Position

All ads will be positioned at the Publisher's discretion, ROP, unless special positioning is requested. Additional charges may apply. The Publisher's sole obligation as to any failure or fault on its part regarding guaranteed placement shall be limited to a refund of any additional charges that may have been paid by the Advertiser or Advertising Agency.

7. Publisher's Protective Clause

By acceptance of this agreement, the Advertiser and, when applicable, the Advertising Agency, shall indemnify and hold the Publisher, its employees, agents and subcontractors free and harmless from any expenses, damages and costs (including reasonable attorney's fees) resulting in any way from Publisher's compliance with the Advertiser's Insertion Order. This includes, but is not limited to, claims of libel, violation of privacy and copyright infringement. The Publisher shall have the full right to settle any claim and to control any litigation or arbitration to which it may be party, all at the cost of the Advertiser and/or Advertising Agency who shall be deemed joint and several indemnitors. The Advertising Agency further warrants that it is authorized to bind, and does bind, the Advertiser to such indemnity jointly and severally with the Advertising Agency. The Publisher reserves the right to reject or omit any advertising for any reason and/or to discontinue publication at any time, with or without notice, or to defer or cancel the printing, publication or circulation of the magazine. The Publisher's sole obligation as to any failure or fault on its part shall be limited to a refund of charges that may have been paid by the Advertiser or Advertising Agency.

8. Copyright

Commercial News USA, © 2004. Copyright is not claimed for individual "listings" contained in this work, and permission is hereby granted to make copies of individual "listings" for research, development, reference, study, educational, or teaching purposes. Reproduction of any other portion of this work for advertising or promotional purposes, for creating new collective works, or for resale, is prohibited without the express written permission of the United States Government. The U.S. and Foreign Commercial Service grants ThinkGlobal Incorporated, 3 Olive Street, Northampton, MA 01060, a paid-up license to exercise all rights under the copyright claimed herein.

9. Eligibility

Firms supplying product and/or service information in Commercial News USA attest that their products and/or services are available for immediate export. ThinkGlobal Incorporated and the U.S. Government do not endorse any product or service, nor any company herein, and assume no responsibility for the accuracy of this data or for the outcome of any business transaction resulting from this publication. ThinkGlobal Incorporated and the US&FCS make no representation concerning the quality or effectiveness of any of the products or services advertised.

Call Us About Online Listings

ThinkGlobal Incorporated • 3 Olive Street • Northampton, MA 01060
1-800-581-8533 • E-mail: cnews@thinkglobal.us • www.export.gov/cnusa